

# MINUTES

## CULPEPER SOIL AND WATER CONSERVATION DISTRICT

### **BOARD MEETING Peppers Restaurant Culpeper, Virginia 22701 November 5<sup>th</sup>, 2019**

The meeting was called to order by Chairman Lynn Graves at 9:30 A.M.

**DIRECTORS PRESENT:** Lynn Graves, Madison County  
Philip Morris, Greene County  
Robert Bradford, Orange County  
Robert Brame, Orange County  
Tom O'Halloran, Culpeper County  
Robert Runkle, Greene County  
Steve Hill, Madison County  
Monira Rifaat, Rappahannock County  
Mike Biniek, Rappahannock County  
Steve Morris, Greene County, Director-At Large  
Sarah Sharpe, Virginia Cooperative Extension, Greene County  
Andrew Campbell, Culpeper County

**DIRECTORS ABSENT:** Jim Byrne, Madison County Associate Director  
Brad Jarvis, Madison County, Virginia Cooperative Extension,  
Associate Director  
Warren Lee, Orange County, Associate Director

**STAFF PRESENT:** Greg Wichelns, District Manager  
JoAnn Neal, Administrative Secretary  
David Massie, Conservation Specialist  
Amanda McCullen, Conservation Specialist  
Henny Calloway, Conservation Specialist  
Richard Jacobs, Conservation Specialist  
Kendall Dellinger, Conservation Specialist  
W. Spencer Yager, Conservation Specialist  
Stephanie DeNicola, Education Specialist

**OTHERS PRESENT:** Debbie Cross, CDC, DCR  
Rex Rexrode, NRCS District Conservationist

#### **1) CALL TO ORDER, MOMENT OF SILENCE, PLEDGE OF ALLEGIANCE**

L. Graves welcomed everyone to Culpeper County. Following a moment of silence, Spencer Yager led the Pledge of Allegiance. There were three handouts: District Technical Committee Report Addendum, Resource Management Plan/Technical Review Committee Report, and the DCR Monthly Report.

#### **2) DRAFT MINUTES**

L. Graves called for approval of the substance of the October 1<sup>st</sup>, 2019 Draft District Board Meeting Minutes and for any substantive corrections or additions. T. O'Halloran moved to approve as presented. P. Morris seconded the motion. (T. O'Halloran, P. Morris, unanimous)

**3) AGENDA APPROVAL**

L. Graves called for Agenda approval. Greg Wichelns requested the Closed Session be removed and Personnel placed on the Agenda as 5.1. T. O’Halloran moved to approve the Agenda as amended. S. Hill seconded the motion. (T, O’Halloran, S. Hill, unanimous)

**4) CONSENT AGENDA**

Consent Agenda approved as modified.

**COMMITTEE REPORTS**

- OPERATIONS
- EDUCATION
- FINANCE
- TREASURER’S REPORT
- RMP/TRC COMMITTEE

<u>Culpeper County</u>	
7-20-0001	136.74 acres cropland
7-20-0002	131.45 acres cropland
7-20-0003	334.64 acres cropland

**TECHNICAL**

*Items in italics were added at the November 5<sup>th</sup>, 2019 Board Meeting in Culpeper, Virginia*

1) The following BMP applicants have been approved by the Technical Committee for funding. All applications were thoroughly screened for compliance with Priority Recruitment Guidelines. All met at least two of the priority criteria.

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>	<u>Tax Credit</u>
SL-8B	2020 VACS	Roy Boldridge	07-20-0183	377728	Culpeper	\$ 2,496.00	\$ 0.00
SL-8B	2020 VACS	Levi Atkins	07-20-0199	378045	Rappahannock	\$ 360.00	\$ 0.00
SL-8B	2020 VACS	Paul Compton	07-20-0182	377684	Culpeper	\$ 1,000.00	\$ 0.00
SL-8H	2020 VACS	Paul Compton	07-20-0181	377681	Culpeper	\$ 1,680.00	\$ 0.00
SL-8H	2020 VACS	Michael Nicholson	07-20-0201	378098	Culpeper	\$ 640.00	\$ 0.00
SL-8H	2020 VACS	Wheatley Shackelford	07-20-0184	377730	Culpeper	\$ 900.00	\$ 0.00
SL-8B	2020 VACS	Brandy Rock Farm Inc.	07-20-0180	377627	Culpeper	\$ 14,880.00	\$ 0.00
SL-8B	2020 VACS	Cool Lawn Holsteins LLC	07-20-0168	376802	Culpeper	\$ 20,903.04	\$ 0.00
SL-8H	2020 VACS	Cool Lawn Holsteins LLC	07-20-0169	376872	Culpeper	\$ 1,471.00	\$ 0.00
SL-8H	2020 VACS	Payne Hay And Straw	07-20-0194	377969	Culpeper	\$ 3,000.00	\$ 0.00
SL-8H	2020 VACS	Moriah Grain Farm LC	07-20-0179	377217	Culpeper	\$ 8,500.00	\$ 0.00
SL-8H	2020 VACS	Hunter Weaver	07-20-0173	376877	Madison	\$ 635.60	\$ 0.00
SL-8H	2020 VACS	Timothy Weekes	07-20-0177	377195	Madison	\$ 720.00	\$ 0.00
SL-8H	2020 VACS	Keith Marshall	07-20-0175	376879	Orange	\$ 8,000.00	\$ 0.00
SL-8H	2020 VACS	Marshall Dairy	07-20-0174	376878	Orange	\$ 8,000.00	\$ 0.00
SL-8B	2020 VACS	Cherry Grove Farm Ent. Inc.	07-20-0171	376874	Orange	\$ 760.00	\$ 0.00
SL-8B	2020 VACS	Cardette Farm Partnership	07-20-0191	377965	Culpeper	\$ 1,120.00	\$ 0.00
SL-8B	2020 VACS	Kenwood Farm LLC	07-20-0172	376876	Orange	\$ 3,200.00	\$ 0.00
SL-8H	2020 VACS	Kenwood Farm LLC	07-20-0172	376875	Orange	\$ 1,960.00	\$ 0.00
SL-8B	2020 VACS	Jane Plumb	07-20-0187	377840	Orange	\$ 1,100.00	\$ 0.00
SL-8H	2020 VACS	Jane Plumb	07-20-0187	377841	Orange	\$ 550.00	\$ 0.00

SL-8B	2020 VACS	Jett Farms Inc.	07-20-0210	378337	Madison	\$ 1,600.00	\$ 0.00
SL-8H	2020 VACS	Jett Farms Inc.	07-20-0210	378339	Madison	\$ 500.00	\$ 0.00
SL-8H	2020 VACS	Charles Woolfrey Con. Inc.	07-20-0209	378335	Orange	\$ 8,066.40	\$ 0.00
SL-8B	2020 VACS	Madison Farms Locust Dale LLC	07-20-0204	378207	Madison	\$ 4,000.00	\$ 0.00
SL-8H	2020 VACS	Madison Farms Locust Dale LLC	07-20-0204	378208	Madison	\$ 2,240.00	\$ 0.00
SL-8B	2020 VACS	Lazy Creek Farm Inc	07-20-0197	377973	Madison	\$ 3,050.00	\$ 0.00
SL-8H	2020 VACS	Lazy Creek Farm Inc	07-20-0197	377972	Madison	\$ 6,000.00	\$ 0.00
SL-8B	2020 VACS	Lewis A Lamb & Sons Inc	07-20-0196	377970	Madison	\$ 8,000.00	\$ 0.00
SL-8H	2020 VACS	Lewis A Lamb & Sons Inc	07-20-0196	377971	Madison	\$ 6,000.00	\$ 0.00
SL-8B	2020 VACS	Gaston Farm LLC.	07-20-0198	378049	Orange	\$ 3,710.67	\$ 0.00
SL-8B	2020 VACS	Bobby McDaniel	07-20-0188	377874	Greene	\$ 1,100.00	\$ 0.00
SL-8B	2020 VACS	John McDaniel	07-20-0185	377826	Greene	\$ 1,100.00	\$ 0.00
SL-8B	2020 VACS	Randy Henshaw	07-20-0189	377876	Madison	\$ 400.00	\$ 0.00
SL-8H	2020 VACS	Randy Henshaw	07-20-0189	377878	Madison	\$ 420.00	\$ 0.00
CCI-SL-6W	2020 VACS	Highbrighton Farm	07-20-0190	377964	Greene	\$ 1,937.50	\$ 0.00
CCI-SL-6W	2020 VACS	Retreat Farm Produce Co LLC	07-20-0170	376873	Orange	\$ 12,000.00	\$ 0.00
SL-1	2020 VACS	Terry Jenkins	07-20-0148	375786	Madison	\$ 11,191.13	\$ 0.00
WP-2N	2020 VACS	Blue Hills Farm	07-20-0193	377968	Madison	\$ 7,950.00	\$ 0.00
SL-7	2020 VACS	Robert Wilbanks	07-20-0192	377967	Orange	\$ 6,956.25	\$ 579.69
FR-1	2020 VACS	William Green	07-20-0176	376977	Culpeper	\$ 9,900.36	\$ 0.00
SL-6N	2020 VACS	Michael Fitzgerald	07-20-0203	375869	Madison	\$ 21,075.00	\$1,756.25
SL-6W	2020 VACS	Tucker Berry Farm	07-20-0101	373660	Madison	\$ 20,991.50	\$ 0.00
SL-8B	2020 VACS	Belair Dairy LLC	07-20-0226	379513	Culpeper	\$ 3,997.92	\$ 0.00
SL-6W	2020 VACS	Liberty Hall Plantation LLC	07-20-0091	379514	Culpeper	\$ 11,611.25	\$ 0.00
SL-7	2020 VACS	Karen Evans	07-20-0228	379520	Culpeper	\$ 2,382.00	\$ 198.50
SL-8H	2020 VACS	Phil & Phillip Goodwin	07-20-0217	379241	Orange	\$ 2,486.00	\$ 0.00
SL-8H	2020 VACS	Paul Heatwole	07-20-0211	378567	Culpeper	\$ 2,720.00	\$ 0.00
SL-8B	2020 VACS	Paul Heatwole	07-20-0211	378574	Culpeper	\$ 300.00	\$ 0.00
SL-8H	2020 VACS	Glen Cove Farm	07-20-0220	379331	Orange	\$ 1,428.20	\$ 0.00
SL-8H	2020 VACS	Custom Harvesters	07-20-0218	379314	Orange	\$ 900.00	\$ 0.00
SL-8B	2020 VACS	Custom Harvesters	07-20-0218	379316	Orange	\$ 2,609.20	\$ 0.00
CCI-CNT	2020 VACS	Wedderburn Farm	07-20-0215	378611	Culpeper	\$ 2,875.00	\$ 0.00
NM-1A	2020 VACS	Wedderburn Farm	07-20-0212	378608	Culpeper	\$ 230.00	\$ 0.00
NM-5N	2020 VACS	Wedderburn Farm	07-20-0214	378610	Culpeper	\$ 1,000.00	\$ 0.00
NM-5P	2020 VACS	Wedderburn Farm	07-20-0213	378609	Culpeper	\$ 920.00	\$ 0.00

2) The following BMP participants have been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>	<u>Tax Credit</u>
SL-1	2020 VACS	Keyser Farms LLC	07-20-0045	351936	Culpeper	\$ 32,202.27	\$ 0.00
CCI-SL-6W	2020 VACS	Highbrighton Farm	07-20-0190	377964	Greene	\$ 1,937.50	\$ 0.00
CCI-SL-6W	2020 VACS	Retreat Farm Produce LLC	07-20-0170	376873	Orange	\$ 12,000.00	\$ 0.00
CCI-SL-6W	2020 VACS	Triple R Investments LLC	07-20-0096	372751	Madison	\$ 28,000.00	\$ 0.00
CCI-SL-6W	2020 VACS	Ronald Taylor	07-20-0066	363193	Orange	\$ 1,625.00	\$ 0.00
SL-6	2018 VACS	Lori Murray	07-18-0584	305075	Madison	\$ 17,913.60	\$ 1,119.60
SL-6W	2020 VACS	William McDaniel	07-20-0011	341053	Greene	\$ 45,643.25	\$ 0.00
WP-3	2019 VACS	Ashland Farms Land LLC	07-19-0232	330612	Culpeper	\$ 4,856.63	\$ 404.71

3) The following WQIF Residential applicants have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-4	DEQNPSWQIF	Jeffrey Morris	07-20-0200	378097	Greene	\$ 4,000.00
RB-3	DEQNPSWQIF	Shirley M. Sisk	07-20-0208	378262	Culpeper	\$ 4,000.00

<i>RB-4</i>	<i>DEQNPSWQIF</i>	<i>Manya Wise</i>	<i>07-20-0024</i>	<i>351175</i>	<i>Culpeper</i>	<i>\$ 4,000.00</i>
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4) The following Upper Hazel Residential applicant has been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-4	DEQ16546	Chris Doxzen LLC	07-20-0062	359267	Rappahannock	\$ 4,000.00

5) The following Robinson River Residential applicants have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-3R	DEQ16679	Arthur Greene	07-20-0206	378219	Madison	\$ 2,000.00
RB-3R	DEQ16679	Gary Roberts	07-20-0205	378213	Madison	\$ 2,000.00
<i>RB-4</i>	<i>DEQ16679</i>	<i>Tammy Streightiff</i>	<i>07-20-0225</i>	<i>379504</i>	<i>Madison</i>	<i>\$ 5,200.00</i>
RB-3R	DEQ16679	Thomas Borm	07-20-0224	379502	Madison	\$ 3,200.00

6) The following Upper York Residential applicants have been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-4	DEQ16547	Linda P. Bell	07-20-0202	378100	Orange	\$ 6,400.00
RB-1	DEQ16547	Karen Matthews	07-20-0207	378243	Orange	\$ 280.00
<i>RB-1</i>	<i>DEQ16547</i>	<i>John Dawson</i>	<i>07-20-0222</i>	<i>379493</i>	<i>Orange</i>	<i>\$ 175.00</i>
RB-3R	DEQ16547	Ronald Taylor	07-20-0223	379494	Orange	\$ 3,000.00

7) The following Upper Rapidan Residential applicant has been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-4</i>	<i>DEQ16678</i>	<i>Brian Daniel</i>	<i>07-20-0019</i>	<i>379495</i>	<i>Madison</i>	<i>\$ 4,000.00</i>

8) The following WQIF Residential participants have been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-3	DEQNPSWQIF	Jeff Hunnicutt	07-19-0457	333365	Culpeper	\$ 2,500.00
<i>RB-3R</i>	<i>DEQNPSWQIF</i>	<i>Michael Hofmann</i>	<i>07-19-0500</i>	<i>333782</i>	<i>Culpeper</i>	<i>\$ 280.00</i>
<i>RB-4P</i>	<i>DEQNPSWQIF</i>	<i>Malinda Herring</i>	<i>07-20-0010</i>	<i>346300</i>	<i>Greene</i>	<i>\$ 5,720.00</i>

9) The following Upper Hazel Residential participants have been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-1	DEQ16546	Kristen Eggleston	07-20-0118	374343	Culpeper	\$ 175.00
<i>RB-3R</i>	<i>DEQ16546</i>	<i>James Piper</i>	<i>07-19-0427</i>	<i>332398</i>	<i>Rappahannock</i>	<i>\$ 312.50</i>

10) The following Upper York River Residential participant has been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
RB-1	DEQ16547R	Jolene Vass	07-19-0584	336998	Orange	\$ 137.50

11) The following Upper Rapidan Residential participants have been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
<i>RB-4</i>	<i>DEQ16678</i>	<i>Robert Watson</i>	<i>07-20-0014</i>	<i>345942</i>	<i>Greene</i>	<i>\$ 3,500.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>John Wright</i>	<i>07-19-0466</i>	<i>333481</i>	<i>Madison</i>	<i>\$ 150.00</i>
<i>RB-1</i>	<i>DEQ16678</i>	<i>John Wright</i>	<i>07-19-0466</i>	<i>378820</i>	<i>Madison</i>	<i>\$ 150.00</i>

12) The following Residential applicants have been cancelled by the Technical Committee:

<u>Practice</u>	<u>Fund</u>	<u>Participant</u>	<u>Contract</u>	<u>Instance</u>	<u>County</u>	<u>Amount</u>
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RB-1	DEQNPSWQIF	Carroll Johnson	07-19-0312	331800	Orange	\$ 150.00
RB-4	DEQNPSWQIF	Jose S. Mallie	07-19-0476	333634	Culpeper	\$ 4,000.00
RB-4	DEQNPSWQIF	Maria Lopez	07-19-0070	313542	Culpeper	\$ 5,200.00
RB-3	DEQ16546	Edward C. Olmstead	07-20-0157	376254	Rappahannock	\$ 2,500.00
RB-4	DEQ16547	Robert Bell	07-19-0545	366368	Orange	\$ 6,400.00
RB-3	DEQNPSWQIF	Robert Jenkins	07-19-0032	335362	Culpeper	\$ 2,500.00
RB-3R	DEQ16678	Valerie Campbell	07-19-0376	331992	Greene	\$ 1,200.00

13) The following Virginia Conservation Assistance Program (VCAP) practice has been approved by the Technical Committee for funding:

<u>Practice</u>	<u>Participant</u>	<u>County</u>	<u>Amount</u>
Conservation Landscaping - Riparian Buffer	Nancy Lamb	Orange	\$ 3,500.00

14) The following Virginia Conservation Assistance Program (VCAP) practice has been approved by the Technical Committee for payment:

<u>Practice</u>	<u>Participant</u>	<u>County</u>	<u>Amount</u>
Conservation Landscape- Mulched Bed	Robert Jones*	Orange	\$ 1,433.90

*\*Increase of \$19.74 from approved cost share due to increased cost of plants*

15) The District Manager gave an update on the dams:

- a. A local contractor will be performing minor tree removal near the outlet to the emergency spillway on Beautiful Run 2A this fall. The contractor will also attempt to repair some minor slope slippage on the downstream face of Beautiful Run 10.
- b. A request for payment has been submitted to DCR for the engineering design work for three wave berms.

16) The District Manager informed the Committee that DEQ has confirmed extensions for the Upper Hazel and Upper York TMDL grants through September 1, 2020.

17) There was discussion about a request for one time assistance. The Committee recommended not to approve the request until a site visit has been conducted by District Staff to examine the situation.

## 5) ADDITIONS TO AGENDA

### 5.1) PERSONNEL COMMITTEE REPORT-

Robert Runkle, Chairman of the Personnel Committee moved to approve the following additional holiday leave; close at noon on Wednesday, November 27, close Tuesday, December 24 and close Tuesday, December 31. S. Hill seconded the motion. (Runkle, Hill, unanimous)

### 6) DIRECTORS REPORTS

- S. Hill reported attending the Bean Hollow Grass Fed Farm Walk and attended the Virginia Soil and Water Conservation Board sub-committee meeting with G. Wichelns. He reported he is starting to receive emails from NRCS about their programs. NRCS is celebrating No-Till November.
- S. Sharpe reported a very successful Beef Meeting last week with 30 producers attending. Re-certification of Pesticides Applicators will be December 12<sup>th</sup>. Silk Mill Grille in Orange 5:30 to 9 p.m. There will be a program on December 10<sup>th</sup> at the Madison Fire Hall focusing on winter feeding, nutritional supplementation, hay testing and more.
- M. Rifaat reported that Eldon Farm with 7,100 acres is up for sale. Owners are the Lane family from Chicago. It is suggested the whole tract to be sold for \$70 million.
- M. Binick reported on a rumor that one of the family members is interested in the sale. This could be a big impact on Rappahannock County. The property is on 522 near Woodville.

- L. Graves reported attending the October 30, 2019, Virginia Agri Business Council Annual Meeting at Grelen Nursery in Orange. Kendall Tyree, VASWCD Executive Director was the keynote speaker at lunch. The meeting was attended by 50 or 60 people. There was a policy vote conducted to not support any mandatory stream exclusion fencing legislation. There is a rumor that there may be a bill introduced at the Virginia General Assembly to mandate it. He also reported meeting with Kendall Tyree, Steven Meeks and Ricky Rash all from VASWCD to meet with Virginia Secretary of Natural Resources, Matt Strickler. Culpeper was talked about very well. Discussion occurred on the percentage of contracts written for the year thus far. Discussion also followed on stream exclusion fencing and Mr. Strickler stated there has been plenty of time for this to be done and mentioned that there may be a time limitation on when fencing is to be completed. Farm Bureau and Virginia Agri Business are going to oppose the time limitation.

## 7) STAFF REPORTS

- S. DeNicola reported the fall semester of the NOAA Project has been completed. She reported on three great project delivery assistants that the District hired as temporary employees to help deliver the program; college students, one from James Madison, and two from Piedmont Virginia Community College. There were newspaper articles in the Madison and Greene newspapers highlighting the project.
- Henny reported on participating in the Cooperative Extension Water Quality Testing Clinic for Orange, Madison and Greene Counties with Brad Jarvis. They had a very good turnout; 70 participants.
- S. Yager attended the Virginia Agri Business Council meeting in Orange where L. Graves (Graves Mountain Lodge and Farm) received the 2019 Agri Business of the Year Award.
- Greg reported submitting the Upper Hazel and Upper York Grants to DEQ. He also reported on attending the Virginia Soil and Water Conservation Board (VSWCB) allocation sub-committee meeting. He reported they did a complete turnaround and now recommend to use the budget template for budgeting technical assistance funding to districts. He thought this more equitable for large districts like Culpeper. This goes now to the full VSWCB meeting and that Board will have to approve the sub-committee recommendation. He will be reporting back on this.
- Greg reminded the District Board they had previously nominated Richard Jacobs to the Virginia Chapter of the American Soil and Water Conservation Society for the June Sekoll Media Award for his Gravel Road and Driveway Manual published this past year. He received the award and attended the ceremony. The other nomination from this Board was for the Virginia Conservation Assistance Program (VCAP) Steering Committee which began about 2012. The Steering Committee was nominated for the 2019 Merit Award. The VCAP Steering Committee originally comprised of staff from 4 Districts, Culpeper included, received the award.
- R. Jacobs thanked Greg and the Board of Directors for the nomination for the Virginia Soil and Water Conservation Society. Also, he will be attending the 4<sup>th</sup> meeting of the Regulatory Panel for combining the Virginia Erosion and Sediment Control and Stormwater Programs on November 20<sup>th</sup>. There will be a 5<sup>th</sup> meeting sometime in December.

## 8) AGENCY REPORTS

**NRCS** – R. Rexrode reported Nancy Utz will be retiring on January 2<sup>nd</sup>, 2020, she has been an employee since the early 80's. There will be a luncheon on December 4<sup>th</sup>, 2019 at Luigi's Restaurant. Please contact A. Cason or Rex if you are planning on attending. Staff are taking up a collection for a gift.

A. Knewstep retired on November 2, 2019 after 40 years of service for Rural Development and will be replaced by Dave Martz from Harrisonburg.

Conservation incentive programs are in a holding pattern for now until new rules are in place. R. Rexrode updated the Board on USDA Civil Rights Policy. He distributed a copy of Civil Rights Anti-Harassment and Equally Opportunity Policy Statement.

**DCR** – D. Cross reported to Directors that any that did not seek re-election or were replaced by the election process, to be aware that you are still considered in office until you are replaced. If you do not wish to serve after your term expires, you will need to submit a letter of resignation effective December 31, 2019 to your local district board. New Audit firm: Clifton, Larson & Allen LLP (CLA) will conduct SWCD audits for the next two years. New SWCD Office of Attorney General will be Chris Bergin. Governor Northam appointed new members to the Virginia Soil and Water Conservation Board: Kristen Saacke Blunk of Richmond, Principal and Field Liaison, Headwaters LLC, Kat Maybury of Charlottesville, Retired Conservation Professional, and Dr. Dahlia O'Brien of Moseley, Associate Professor and Small Ruminant Specialist, Virginia State University. Mandatory COIA training must be taken by December 31, 2019. This is for all directors.

DCR has hired Amy Walker, former CDC from Tappahannock DCR Office, hired to be the Eastern Area Manager vacated by Wayne Davis upon his retirement.

DCR IT Security Awareness on-line training – all AgBMP Tracking Program users will get an automated email with instructions for completing this required on-line training, which needs to be completed within 2 months.

Digitization and Resource Reviews – must be complete for the AgBMP Tracking Module. IRS forms - All tax credits must be completed/issued 12/31/2019 and data entered into the AgBMP Tracking Module by January 31<sup>st</sup> for BMPs completed by 12/31/2019. CDC's and Central Office will begin running reports early in January to help ensure the deadline is met. SWCD's must provide an IRS 1099-G to any cost-share program participant who receives \$600 or more in cost-share payments per federal tax ID number or SSN during CY 2019. A 1099-M is issued if the payment is for Residential TMDL practices or NM-1A, RMP-1 or RMP-2 practices are redirected at the participants request to a TSP, certified nutrient management planner or resource management planes – the form goes to the entity receiving the cost-share funds.

Dates to remember:

DEC 8-10 VASWCD Annual Meeting, Norfolk Sheraton  
DEC 11 VA Soil and Water Conservation Board Meeting, Norfolk Sheraton  
DEC 18 AG BMP TAC, 9:30 a.m. Goochland

**9) PLAN FOR NOVEMBER COMMITTEE MEETINGS (in CULPEPER at the Culpeper Office)**

Committees will meet on Tuesday, November 19<sup>th</sup>, 2019, Personnel 9:00, Operations 9:30, Technical 10:00  
**BOARD MEETING FOR DECEMBER WILL BE HELD TUESDAY, DECEMBER 3<sup>RD</sup>, 2019 IN GREENE COUNTY AT PIEDMONT VIRGINIA COMMUNITY COLLEGE (PVCC).**

**10) ADJOURNMENT**

Motion was made to adjourn the November 2019 Board meeting at 10:30.

Respectfully Submitted,

Lynn Graves, Chairman



JoAnn M. Neal  
Administrative Secretary

Date Approved 12-5-19